My Action Plan

Topic: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Task statement: I will \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(general action)* the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(what?)* which is related to my interest area of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(general topic*).

I will research the background information about \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*specific things directly impacting your specific topic)* and will share my findings by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(specific details about exactly what your individual project will be).*

This is my long-range plan for how I will accomplish this:

1. *(What will be your sequential steps for completing your project? These should be fairly detailed and written in complete sentences. Use as many steps as you need to be precise and clear.)*




7. For my individual project, I will \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(what will be your final product?)*.
8. For my group display, I will be responsible for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*what do you agree to do with your group mates to get your tri-fold display completed?)*.

The materials that I will need include:

1. *(Be specific here so you can gather your supplies—and give your parents fair warning!)*


5. Etc.

Your action plan will follow this template. Make sure you complete it by using an academic font and complete sentences. It you need more than one page, that is okay! See the example on the back—the handwriting font would NOT be acceptable, but I needed to show you clearly what would go in the blanks!